To: 1A Online Students

From: Jay Rubin

Date: 12 February 2018

Re: Yglesias on Post-Trump Election: Summary & Annotations

This homework assignment is meant to give you experiential practice of the reading process, especially the Pre-Reading and Post-Reading stages. Too many students skip these important steps, then wonder why their grades are disappointingly low. You'll be shocked how fast your grades improve once you begin to summarize and annotate what you read.

Typically, students have no trouble reading about topics that interest them. It's when the topic is boring, offensive, or politically skewed that students start having trouble reading. It's not that they *can't* read; it's that they *don't want* to read. This article is a bit of all three troubling characteristics, so this will be a good piece of writing to practice the reading, summarizing and annotating steps.

For this assignment, start by typing up a double-spaced, 10-line summary of Yglesias' article. This is practice, so just freewrite your retelling of his article in your journal, then type it up and revise it to a single ten-line paragraph. Remember: Lines are not sentences. Count the lines. Ten is just an arbitrary number; the point is to practice revising to a particular length.

Once you've got your summary paragraph, type up your list of annotations. There were 22 paragraphs, so you should have 22 annotations. For the list, create two columns, 1-11 and 12-22, and type up your three-word phrases. (Google for a video on how to create columns using your word processor.) Use only nouns, verbs and adjectives in your annotation phrases. And remember: no lists for annotations, just three-word phrases.

Reduce the font size of your annotation list to 10 so that everything fits on one page. Keep the memo heading and 10-line paragraph as 12-pt font. Match the format of the attached visual model, following as well the general format instructions provided in the syllabus. Abide by the specialized notes I included in the annotation section below. Of course, replace all my notes with your annotations.

Finally, keep in mind that dates and names count as one word. Use them sparingly and only when essential. Also, notice how I use various punctuation marks in the sample annotations listed below. Try using punctuation in a similar way for your HW.

To: Jay Rubin

From: Your Name – 1A Online

Date: 14 February 2018

Re: Yglesias on Post-Trump Election: Summary & Annotations

1.	Use three-word phrases	12.	Dates = One Word
2.	Three words minimum	13.	Avoid using and
3.	Three words maximum	14.	Use "&" symbol instead
4.	Use strong nouns	15.	Avoid determiners & prepositions
5.	Use strong verbs	16.	Focus: main idea
6.	Use appropriate adjectives	17.	One idea / paragraph
7.	Avoid Infinitive forms (to)	18.	Acceptable Symbols: @ # \$ % +=
8.	Names = One Word	19.	Sorry: Lists Unacceptable
9.	XXXXX XXXXXXXX XXXXXXXX	20.	xxxxxxx xxxxxx xxxxx
10.	XXXXXXX XXXXXXX XXXXX	21.	xxxxxxx xxxxxx xxxxx
11.	XXXXXXX XXXXXXX XXXXX	22.	xxx xxxxxxxxx xxxxx